

COLUSA COUNTY CHILDREN AND FAMILIES COMMISSION

Minutes of Public Meeting

January 8, 2002

The meeting of the Colusa County Children and Families Commission was called to order at 3:30 p.m. in the Morse Conference Room at the Colusa Library, 738 Market Street, Colusa, California. Commissioners Christy Scofield, Barbara Hankins and Dolores Gomez were present constituting a quorum. Commissioners Nolan Gonzales and Nancy Parriott were not present.

Public attending: Kay Spurgeon, Roy Martin and Charlette Lauppe.

Items discussed in accordance with the publicly posted agenda were as follows:

1. Approval of December 18, 2001 meeting minutes

Commissioner Hankins moved to approve minutes of the December 18, 2001 meeting as presented; motion seconded by Commissioner Gomez. The motion was passed unanimously by voice vote (3/0).

2. Review outstanding invoices and approve payment of expenses

A total of two invoices were presented for payment:

An invoice and monthly status report was presented by Charlette Lauppe, DBA A to Z Consulting for professional services rendered to the Commission during the month of January 2002. Invoice #00019 for \$5,080.00 professional fees and \$331.43 for expenses for a total invoice of \$5,411.43.

Invoice in the amount of \$128.26 from The Computer MD for replacement cartridges for the Lexmark printer, office supplies.

Ms. Lauppe presented a Period General Ledger Audit Trail report from Colusa County Auditor's Office showing activity for account #00800, Colusa County Children and Families Fund. The report showed no change in the Cash In Treasury balance from the December 18, 2001 report.

Commissioner Gomez moved to approve payment of the two invoiced expense items as presented; motion seconded by Commissioner Hankins. Motion was passed unanimously by voice vote (3/0).

3. Public comment and unscheduled matters (The Colusa County Children and Families Commission will not be making a determination on items brought up during this portion of the agenda)

Roy Martin addressed projected funding for the Child Abuse Prevention Council for 2002-2003 and how the CAPC may look at future matching funding through an application process for Commission funding in the future. Mr. Martin thanked the Commission for their support. He stated that CAPC is currently searching for an appropriate speaker to present a workshop during the April Child Abuse Prevention Month.

Commissioner Hankins, Gomez and Scofield expressed compliments for the Grantee Newsletter and requested that additional copies be made available for distribution to the Board of Supervisors and several other Commission supporters.

4. Strategic Plan review

Commissioner Scofield asked that this item be continued at the next meeting as Brad Morrison, TASC Consultant, continues to work on recommendations for Plan edits.

5. Approve Mini Grant Reader Stipend

Ms. Lauppe reported that thirty-five applications were received by the 4:00 p.m. deadline on January 7, 2002. She has recruited fifteen bilingual Mini Grant Readers to assist with scoring all applications as each mini grant application must be read by at least three readers. Readers are scheduled to attend a mandatory workshop January 9, 2002 from 6:30 to 7:30 p.m. at the Commission office in Williams. Readers will read five to seven applications. Applications will be selected randomly and placed in Reader Binders. Readers will receive individual Binders at the Reader Workshop. Grant readers for the Commission 2000-01 Grant Funding received a \$25 stipend per grant. Ms. Lauppe recommends a \$10 stipend per mini grant and asked the Commission to consider a stipend for those who attend the mandatory reader workshop.

Commissioner Hankins moved to approve a stipend for the 2001-02 Mini Grant Funding process to be paid to each mini grant reader in the amount of \$10 per mini grant application read and scored, and \$20 per reader for attendance at the Mini Grant Reader Workshop; motion seconded by Commissioner Gomez. The motion was passed unanimously by voice vote (3/0).

6. Executive Director Report

Ms. Lauppe reported the following:

- Work continues with Vonnie Madigan, TASC, for recommendations for a consultant to work with the Commission to facilitate the School Readiness Timeline.
- Administrative and Rural Travel Augmentation has support from State staff and will be presented to CCAFA for support for presentation to State Commission at the April State Commission meeting as a continued funding for 3 to 5 years.
- Consideration to host a local Civics 101 presented by CCAFA
- Discussion for the need of a bilingual consultant for administering the mini grant ordering during February through April after awards are announced. This individual will assist with home visits to monitor orders and inventory of orders when received by grantees.

7. Adjournment

The meeting was adjourned at 4:45 p.m.

The next meeting will be held on Tuesday, January 29, 2002 at 3:30 p.m. at the Colusa County Library Morse Conference Room.

Minutes prepared by Charlette Lauppe, Executive Director to the Commission.

Attachment A: Invoice #00019 Charlette Lauppe DBA A to Z Consulting

Attachment B: Invoice for The Computer MD

Attachment C: Period General Ledger Audit Trail Report dated 1/4/02

Attachment D: January 8, 2002 Executive Director Report

Attachment E: Handout Local Civics 101 Workshop Host Request

Attachment F: First Quarter Grantee Newsletter

Attachment G: California Children & Families Commission September 20, 2001 Meeting Highlights